

WASHOE COUNTY
HEALTH DISTRICT

ENHANCING QUALITY OF LIFE

CM/ACM ___
Finance ___
DA ___
Risk Mgt. ___
HR ___
Other ___

STAFF REPORT
BOARD MEETING DATE: March 24, 2015

DATE: February 27, 2015
TO: Board of County Commissioners
FROM: Patsy Buxton, Fiscal Compliance Officer, 775-328-2418, pbuxton@washoecounty.us
THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us

SUBJECT: Approve amendments totaling an increase of \$9,324 in both revenue and expense to the FY15 CDC Ebola Virus Direct (EVD) Active Monitoring Federal Grant Program, IO TBA; and if approved direct the Comptroller’s office to make the appropriate budget adjustments. (All Commission Districts)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller’s Office to make the appropriate budget adjustments.

The Washoe County Health District received a Notice of Subgrant Award from the Division of Public and Behavioral Health for the period February 1, 2015 through April 30, 2015 in the total amount of \$10,222 in support of the CDC Ebola Virus Direct Active Monitoring Grant Program. A copy of the face page of the Notice of Subgrant Award is attached.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

District Board of Health strategic priority: Protect population from health problems and health hazards.

This item supports the Epidemiology and Public Health Preparedness (EPHP) Division’s mission to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of bioterrorism events or any public health emergency.

PREVIOUS ACTION

There has been no previous action taken by the Board this fiscal year.

#6D1



BACKGROUND

Funding from this award will be used to support personnel (a portion of two existing epidemiologists) and indirect expenditures associated with active/direct active monitoring of persons returning or visiting Washoe County who have been exposed or potentially exposed to EVD.

The District Health Officer accepted this award on February 26, 2015. This grant was not anticipated and not included in the FY15 adopted budget. A budget amendment in the amount of \$9,324 is necessary to bring the Notice of Subgrant Award into alignment with the direct program budget. A budget adjustment is not necessary for the indirect revenue.

FISCAL IMPACT

Should the Board approve these budget amendments, the adopted FY 15 budget will be **increased by \$9,324** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-TBA	-431100 Federal Revenue	\$9,324
	Total Revenue	\$9,324
2002-IO-TBA	-701412 Salary Adjustment	\$6,608
	-705360 Benefit Adjustment	\$2,716
	Total Expenditures	\$9,324

RECOMMENDATION

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of \$9,324 in both revenue and expense to the FY15 CDC Ebola Virus Direct Active Monitoring Federal Grant Program, IO TBA; and if approved direct the Comptroller's office to make the appropriate budget adjustments.

POSSIBLE MOTION

Move to approve amendments totaling an increase of \$9,324 in both revenue and expense to the FY15 CDC Ebola Virus Direct Active Monitoring Federal Grant Program, IO TBA; and if approved direct the Comptroller's office to make the appropriate budget adjustments.



State of Nevada
 Department of Health and Human Services
Division of Public & Behavioral Health
 (hereinafter referred to as the Division)

HD #: **14832**
 Program #: **CDC08-14S**
 Budget Account: **3218**
 Category: **22**
 GL: **8516**
 Job Number: **9307415**

NOTICE OF SUBGRANT AWARD

Program Name: Public Health Preparedness (PHP) Preparedness, Assurance, Inspections and Statistics (PAIS) Division of Public & Behavioral Health (DPBH)		Subgrantee Name: Washoe County Health District (WCHD)																									
Address: 4150 Technology Way, Suite #200 Carson City, NV 89706-2009		Address: 1001 East Ninth Street / PO Box 11130 Reno, NV 89520																									
Subgrant Period: February 1, 2015 through April 30, 2015		Subgrantee's: EIN: 88-6000138 Vendor #: T40283400Q Dun & Bradstreet: 073786998																									
Purpose of Award: Funds are intended to demonstrate achievement in the following Public Health Preparedness activities for Ebola Virus Direct Active Monitoring, according to the CDC Grant Guidance .																											
Region(s) to be served: <input type="checkbox"/> Statewide <input checked="" type="checkbox"/> Specific county or counties: Washoe County																											
Approved Budget Categories: <table style="width: 100%; border-collapse: collapse;"> <tr><td>1. Personnel</td><td style="text-align: right;">\$</td><td style="text-align: right;">9,324</td></tr> <tr><td>2. Contractual/Consultant</td><td style="text-align: right;">\$</td><td style="text-align: right;">0</td></tr> <tr><td>3. Travel</td><td style="text-align: right;">\$</td><td style="text-align: right;">0</td></tr> <tr><td>4. Equipment</td><td style="text-align: right;">\$</td><td style="text-align: right;">0</td></tr> <tr><td>5. Supplies</td><td style="text-align: right;">\$</td><td style="text-align: right;">0</td></tr> <tr><td>6. Other</td><td style="text-align: right;">\$</td><td style="text-align: right;">0</td></tr> <tr><td>7. Indirect</td><td style="text-align: right;">\$</td><td style="text-align: right;">898</td></tr> <tr><td>Total Cost:</td><td style="text-align: right;">\$</td><td style="text-align: right;">10,222</td></tr> </table>		1. Personnel	\$	9,324	2. Contractual/Consultant	\$	0	3. Travel	\$	0	4. Equipment	\$	0	5. Supplies	\$	0	6. Other	\$	0	7. Indirect	\$	898	Total Cost:	\$	10,222	Disbursement of funds will be as follows: Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures <i>specific to this subgrant</i> . Total reimbursement will not exceed \$10,222 during the subgrant period.	
1. Personnel	\$	9,324																									
2. Contractual/Consultant	\$	0																									
3. Travel	\$	0																									
4. Equipment	\$	0																									
5. Supplies	\$	0																									
6. Other	\$	0																									
7. Indirect	\$	898																									
Total Cost:	\$	10,222																									
Source of Funds: 1. Centers for Disease Control and Prevention		% of Funds: 100%	CFDA: 93.074	Federal Grant #: 3U90TP000534-03S1																							
Terms and Conditions: In accepting these grant funds, it is understood that: 1. Expenditures must comply with appropriate state and/or federal regulations; 2. This award is subject to the availability of appropriate funds; and 3. The recipient of these funds agrees to stipulations listed in the incorporated documents.																											
Incorporated Documents: Section A: Assurances; Section B: Description of Services, Scope of Work, and Deliverables; Section C: Budget and Financial Reporting Requirements; Section D: Request for Reimbursement; Section E: Audit Information Request; and Section F: DPBH Confidentiality Addendum Attachment 1: Detailed Scope of Work																											
Kevin Dick Washoe County Health District		 <small>Signature</small>		<small>Date</small> 2/26/15																							
Erin Seward Health Program Manager II, PHP		 <small>Signature</small>		<small>Date</small> 1/27/15																							
Chad Westom Bureau Chief, PAIS		 <small>Signature</small>		<small>Date</small> 1.28.15																							
for Richard Whitley, MS Administrator, Division of Public & Behavioral Health																											